



# 2018 MEMBER INFORMATION GUIDE



NATIONAL ASSOCIATION OF  
**CHRONIC DISEASE DIRECTORS**

Promoting Health. Preventing Disease.



# Did you know?

Members identified advocacy efforts, training, technical assistance, and national-level collaboration amongst public health peers as the most valuable aspects of their membership.

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# Welcome from our CEO

Dear Member:

This Member Information Guide has been specially prepared to introduce you to the resources and opportunities the National Association of Chronic Disease Directors offers to support you and other state and territorial health department staff as you continue your critical efforts to lift the burden of chronic diseases from our nation.

**If you're new to NACDD,** you may want to check out some of the primary ways our Members take advantage of our robust resources:

- Review opportunities to stay "in the know" through our newsletters, Success Stories, and webinars (for more details, see page 13).
- Identify professional development opportunities, like our annual invitational Chronic Disease Academy (for more details, see page 23).
- Become familiar with NACDD, its operating structure, and understand how you can take a leadership role (for more details, see page 36).
- Reach out to subject matter experts to assist you with implementing national programs like 1305/1422, school health, the Diabetes Prevention Program, and more (for more details, see pages 61-63).
- Find out how to connect with your peers through social media and our website (for more details, see page 72).

**If you've been a Member before,** we encourage you to check our special section on page 8 to learn about any new resources and information that may benefit you this year.

No matter how long it's been since you last joined us, **now is a great time**



to visit page 10 for our quick Member checklist, which walks you through verifying with us online that we can reach you with our latest tools and professional development opportunities as they become available.

Finally, we welcome your direct contact with our headquarters staff in Atlanta. Our Member Services Department is ready and eager to hear from you directly how we can best support your professional goals and plans. You can reach them as [Members@chronicdisease.org](mailto:Members@chronicdisease.org).

Without you and the work that you do each day, millions of Americans would not have the opportunity and tools to help them improve their health and quality of life.

We are proud to represent your needs and interests as we work together to build a healthier future and invite you to complete the short Member Information Guide survey (see page 73) for your chance to receive a special NACDD gift.

In Good Health,

A handwritten signature in black ink that reads "John W. Robitscher".

John W. Robitscher, MPH  
Chief Executive Officer

New NACDD Member,

As your Member services liaison, I am pleased to welcome you to NACDD! I invite you to use this guide as a resource to point you in the right direction of the NACDD representative or service that will best meet your needs.

We look forward to an exciting year of new opportunities for you to get involved with the Association, to grow professionally through full-scale professional development activities, and to provide thought leadership through participation in focus groups, forums, social media, and communities of practice.

As a Member-driven Association, our goal is to promote awareness of NACDD and to demonstrate value to Members in the resources and activities we provide. As such, we have many activities and opportunities for you as a Member that are explained in this guide.

Periodically, we request your feedback through our Member satisfaction surveys and pulse polls. Your feedback is valuable to us because it helps us to understand those things we are doing well and those areas we could focus more attention.

As a Member, I ask that you take the first step by registering/updating your Member profile to ensure we have the correct information on record for you (refer to page 68). As you review this resource, if you have any questions, please do not hesitate to reach out to me at [tsmith@chronicdisease.org](mailto:tsmith@chronicdisease.org). I am happy to assist you.

Best,



Tamika L. Smith, MSML  
Senior Manager of Member Engagement

*"Many of our Members chose to serve the public because it's a part of who they are as people. And without question, only the brightest, the most passionate, and the most dedicated of our profession are bold enough to take on chronic disease prevention and control."*

- John W. Robitscher, MPH, CEO, NACDD

# Welcome New Member!

## We are...

More than 6,500 public health professionals and thought leaders working in state and territorial health departments, national nonprofits, health systems, federal agencies, academia, and private industry.

## We seek to...

Enhance the work of state and territorial chronic disease leaders to prevent chronic disease and promote health for all Americans.

## Our achievements include...

- Implemented more than 100 CDC-funded public health projects.
- Served as a MillionHearts® national partner.
- Assisted 10 communities in five states to create inclusive policies, systems, and environments promoting healthy eating, physical activity, and reduced exposure to tobacco products for people with disabilities.
- Reached more than 100 million Americans by collaborating with CBS and the Ad Council to broadcast prediabetes messages.
- Communicated to physicians nationally regarding the need to screen their patients for colorectal cancer.

- Collaborated with more than 500 organizations, 16 states, and two major cities to set actionable goals to expand the National Diabetes Prevention Program.
- Led a project in two states to test the National Diabetes Prevention Program in Medicaid and developed an online toolkit to support expansion of coverage by public and private payers ([coveragetoolkit.org](http://coveragetoolkit.org)).
- Organized a national thought-leaders roundtable to discuss Medicaid reimbursement models for chronic disease.

For more information about these and other accomplishments in our project portfolio, please visit [chronicdisease.org](http://chronicdisease.org).

**6,500**  
Members  
nationwide

**17**  
million dollars in  
program revenue

**19**  
staff at NACDD  
Headquarters

**100+**  
current projects  
underway to support  
implementation  
of chronic disease  
prevention and control  
best practices

**50**  
subject  
matter expert  
consultants

# So, You're a New Member to NACDD?

## *What Does it Mean?*

As a staff Member working to prevent chronic disease in your state or territorial health department, you are automatically provided with Membership in the National Association of Chronic Disease Directors.

Many of our new Members have questions about NACDD and what our professional association has to offer them. Here are a few answers.

### **What is NACDD?**

The National Association of Chronic Disease Directors was founded in 1988 as a professional association dedicated to your success as leaders of state and territorial chronic disease programs.

Today, the Association has grown to serve more than 6,500 Members, who share best practices, advocate for preventive policies, encourage knowledge sharing, and provide thought leadership in health promotion.

### **Who is a Member of NACDD?**

NACDD has two main Membership categories: General and Associate.

**General Members** are any state and territorial health department employees working in chronic disease prevention and control programs,

including staff in health promotion and education, epidemiology units, maternal and child health, oral health, injury, immunization, and communicable and non-communicable diseases and/or risk factors.

**Associate Members** are Members who are not state or territorial health department employees, but represent other industries and specialty areas such as nonprofit, healthcare systems, private industry, or academia. Students who are enrolled full-time in public health or an allied field (with a minimum of 12 credit hours) also may become Associate Members. Retirees (individuals retired from the practice of public health, but who remain committed to the purposes of NACDD) are also welcome to join NACDD.

### **What Are the Benefits of Being a Member of NACDD?**

NACDD's Member benefits include peer-to-peer networking, professional development and continuing education opportunities, mentoring, grant assistance, leadership focused training, and much more (See page 16 for more on NACDD Member benefits).

And don't forget! If you'd like to speak with someone in our Member Services department directly about your Membership, please email us at [Members@chronicdisease.org](mailto:Members@chronicdisease.org).



*“When I became a state chronic disease director, NACDD was the first call I made. I knew I would benefit from the support of a community of my colleagues and from the Association’s strategic guidance.”*

- Jean O'Connor, DrPh, MPH, former Chief Policy Officer, Georgia Department of Public Health (January, 2017)

*71% of surveyed Members say they look to NACDD to inform them first on political and public health issues.*

(NACDD Member Satisfaction Survey 2017)

## How Do You Become a Member of NACDD?

**General Members** automatically receive NACDD Membership through their state and territorial health departments, which pay state Membership dues and complete the annual I-Count Survey to ensure that Membership rosters are current for their respective department.

**Associate Members** join NACDD by completing a Member profile through the NACDD website, which is then reviewed and approved.

# What's New at NACDD for Continuing Members?

*Participating with the health equity council provided an opportunity to participate in Member-driven project & resource development and leadership opportunities. Additionally, through my Membership, I was able to develop a strong network of fellow public health professionals dedicated to promoting health equity in state health department chronic disease and health promotion programs. Those working relationships provided the support, encouragement, and incubators for emerging and innovative practices and discussions.*

- Robyn Taylor, Former Assistant Director, Office of Health Equity, Ohio Department of Health

*41% of chronic disease directors report that the more important leadership skill they seek to develop within the next year is the ability to effectively coach their staff.*

(November 2017 Pulse Survey)

Thank you for your continued interest in and support of NACDD! We look forward to finding new ways to serve you and your efforts to improve the health of the community. We are constantly seeking opportunities to provide additional value and enhancements to your Membership.

*Do you have an idea for a program or resource that you think would bring value to our Members? Contact our Member Services Department at [Members@chronicdisease.org](mailto:Members@chronicdisease.org).*

### New events and networking opportunities:

- Enhanced opportunities to interact with peers at the annual invitational Chronic Disease Academy.
- New positions on our Councils, Committees, and Workgroups are available.
- Apply for the opportunity to participate on any of the 5 NACDD **G**enerate, **E**ducate **A**civate **R**espond (G.E.A.R.) Groups.

### New leadership opportunities:

- Join the following councils or committees
- A Leadership Profile series on our website spotlighting our Members and the innovative ways they are leading teams and programs
- Member spotlights and kudos in our monthly newsletter; Impact Brief

### Recently added professional development tools on our website, [chronicdisease.org](http://chronicdisease.org):

- Health Equity Toolkit - created to assist departments with addressing institutional bias internally and within programs. Visit our website to download the toolkit at [http://c.ymcdn.com/sites/www.chronicdisease.org/resource/resmgr/Gillan's\\_files/Health\\_Equity\\_4\\_17\\_E1.pdf](http://c.ymcdn.com/sites/www.chronicdisease.org/resource/resmgr/Gillan's_files/Health_Equity_4_17_E1.pdf)
- "Learn, Lead, and Thrive" leadership development podcasts - prepared as part of our 2016 President's Challenge, these podcasts cover topics such as succession planning, job crafting, leading through change and much more.
- Chronic Disease Competencies for Practitioners - The most current competencies NACDD recommends for practitioners interested in promotion, planning and policy.
- A Writing Guide for communicating clearly and effectively about chronic disease.
- And much, much more!



# Member Checklist

If you already have an online account and receive emails from NACDD, now is a good time to verify that your information is up to date by logging in to our website at [chronicdisease.org](http://chronicdisease.org).

If you are new to NACDD, or have never set up an online account with us, below are six easy steps you can take to make sure that we are able to keep in touch with you.

Don't delay! The process only takes a few minutes, and we don't want you to miss out on a single opportunity that could benefit your important work.

## Step 1

Visit our website, [chronicdisease.org](http://chronicdisease.org), and click on "Register" in the upper righthand corner of the homepage.

## Step 2

Create a username and password

## Step 3

Once registered, fill out your online profile by clicking on "My Profile" in the upper right hand corner of the site. \*Please note: it is critical that you make sure your contact information is correct so you can receive all updates and email information from NACDD.

Tip: The "Edit Your Profile" tab allows you to subscribe to blogs, post jobs you are hiring for, post your own resume, connect with other peers through our messaging platform, and much more. Check it out and sign yourself up to receive email notifications from the website when groups or message boards you are following are updated.

## Step 4

Follow our accounts on social media:

- [Facebook.com/chronicdiseasedirectors](https://Facebook.com/chronicdiseasedirectors)
- [Twitter.com/nacddinfo](https://Twitter.com/nacddinfo)
- [LinkedIn.com/company/national-association-of-chronic-disease-directors-nacdd-/](https://LinkedIn.com/company/national-association-of-chronic-disease-directors-nacdd/)

## Step 5

Check your spam filters to allow emails from [info@chronicdisease.org](mailto:info@chronicdisease.org), [publications@chronicdisease.org](mailto:publications@chronicdisease.org), and [Members@chronicdisease.org](mailto:Members@chronicdisease.org)





# Get Involved

## Join In

NACDD provides various opportunities for Members to become involved in NACDD leadership opportunities through councils, committees, communities of practice, G.E.A.R. groups, and forums.

- **Councils** act as a collective voice for change and advocate on behalf of state health departments. The following are a comprehensive list of NACDD councils:
  - Arthritis
  - Cancer
  - Cardiovascular Health
  - Diabetes
  - Epidemiology and Evaluation Collaborative
  - GIS Network
  - Health Equity
  - Pacific Chronic Disease Coalition
  - School Health
  - Chronic Disease Director's Forum
- Communities of Practice are opportunities to participate and engage at a higher level, providing Members a pathway between CDC and state health departments, making it easier for states to fulfill their requirements and achieve success.
- Generate, Educate, Activate, Respond (G.E.A.R.) Groups are part of a professional development and leadership program at NACDD to provide learning incubators on various cross-cutting topics of interest to further advance leadership, mentoring, and expand opportunities for networking with other public health professionals at state health departments. Different G.E.A.R. Groups are offered each year through application process. For more information, visit our website, [https://chronicdisease.site-ym.com/page/GEAR\\_Groups](https://chronicdisease.site-ym.com/page/GEAR_Groups).
- Gear:UP (Understanding Publications) is NACDD's journal club on public health leadership and management. Open to all members who are interested in exploring what the literature has to say about best practices and how they apply in a state chronic disease prevention program setting. Discussions are held the third Thursday of every month at 3pm ET.
- Committees help to inform the strategic direction of chronic disease prevention and control. Contact the NACDD Member Services Department for more information on joining these committees.
  - Awards
  - Government Affairs Forum
  - Membership Engagement and Communications Advisory Team
  - Finance Committee
  - Policy Committee
  - Professional Development Committee
  - Science Epidemiology and Evaluation Committee

To join a group, visit: [https://chronicdisease.site-ym.com/Members/group\\_select.asp](https://chronicdisease.site-ym.com/Members/group_select.asp)



## Stay in the Know

Visit our website: NACDD's website, [chronicdisease.org](http://chronicdisease.org), hosts our publications, policy statements, podcasts, videos, and other tools and resources to support your professional development and career advancement.

### Read our Newsletter

- The **Impact Brief** is our monthly e-newsletter that is shared with all NACDD Members and partners. We encourage you to send us your news, career opportunities, funding announcements, and personal achievements for inclusion in our publication by emailing [publications@chronicdisease.org](mailto:publications@chronicdisease.org).
- We also have several chronic disease program-related newsletters, including:
  - **The Connector** - Covering diabetes prevention and control news and updates related to 1305/1422 grants.
  - **Off the Cuff** - Provides information on NACDD's Cardiovascular Health Program.
  - **Government Affairs** - Highlighting important partner and policy issues impacting Members.
  - **Arthritis in the Know** - Providing current information that is relevant to the CDC-funded Arthritis programs.

- **NACDD: School Health Update** - Hosting virtual learning opportunities related to school nutrition, school physical education and physical activity, and management of chronic conditions in schools.
- **Leavitt Partners' Health Intelligence Partners Perspectives** - provided to Representative Members only, this special briefing provides information and analysis about policies impacting Members' work.

### Attend Events

NACDD's joint chronic disease events calendar contains the most current information about meetings, workshops, conferences, and other events of interest to Members. Select conferences and programs conducted by other organizations including CDC, other ASTHO affiliates and voluntary health agencies are also posted on the calendar. Visit <https://chronicdisease.site-y.com/page/EventsCalendar> to view the Events Calendar.

## **Submit a Public Health Success Story**

NACDD hosts a database of more than 400 public health success stories from state and territorial departments working in chronic disease prevention and control. These case studies are shared with legislators, partners, and national advocates. Submissions are welcome through a simple form at [publichealthsuccess.org](http://publichealthsuccess.org).

## **Tell Us Your Kudos**

Send us your recent promotions, new certifications or degrees, or any other professional highlights for inclusion in our Impact Brief newsletter at [publications@chronicdisease.org](mailto:publications@chronicdisease.org).

## **Write a Guest Blog for our Website**

Do you have an interesting topic or area of expertise that you'd like to write a blog about for our website? Email us your idea at [publications@chronicdisease.org](mailto:publications@chronicdisease.org).

## **Apply for an Impact Award**

NACDD's annual Impact Awards provide those who work in the field of chronic disease with an opportunity to be recognized for best practices in chronic disease prevention and health promotion, and other contributions that go beyond public

health. Nominations are solicited each summer, and NACDD's Awards Committee, made up of Board Members, selects the winners each fall. For more information on the Impact Awards, contact the Member Services department at [Members@chronicdisease.org](mailto:Members@chronicdisease.org).

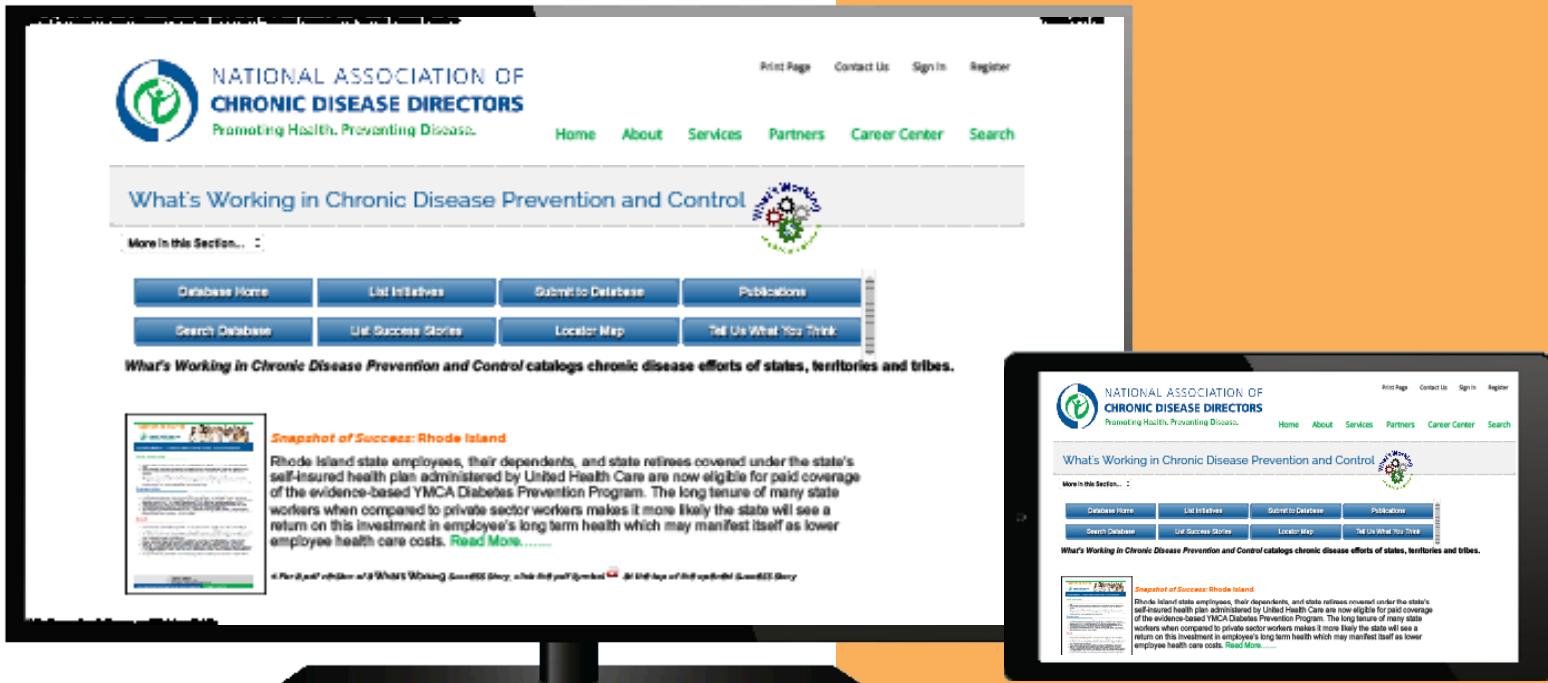
***“NACDD is the key voice to policymakers illustrating the important work carried out by states in communities across America. The success stories and data supporting these essential interventions are the primary tools used in educating people to make the right decisions.” - David Hoffman, DPS, Chair of NACDD’s Government Affairs Forum, and Director of the Bureau of Community Integration and Alzheimer’s Disease at the State of New York Department of Health***



***“As an Association, one of our fundamental roles is to strengthen our community of professionals. NACDD does this by providing platforms for you to learn about the work of others in your field, as well as creating opportunities for you to connect personally and professionally with your peers. Whether through a newsletter submission, a tweet, or a success story, we offer many ways our Members can reach out to us to begin a new dialogue or to share achievements even beyond our public health sphere.”***

- Paige Rohe, MPH, Director, Communications and Member Services

# Share Your Story



NACDD is the only Membership association of its kind serving and representing every state and U.S. territory's chronic disease division.

*"These long-term contributions of changing lifestyle are really priceless investments...The money saved on the back end in Medicare and Medicaid is just unbelievable."*  
- Representative Tom Cole, Chairman, U.S. House of Representatives Committee on Appropriations Labor Subcommittee, in response to NACDD testimony on the importance of chronic disease prevention funding (March, 2017)

Share Your Story Today!

# NACDD Member Benefits

*“When I first started in my position, I connected with multiple NACDD representatives, and they let me know about the services NACDD provides and which one I might find the most beneficial.”*

Program Manager, Kansas

In 1988, the Centers for Disease Control and Prevention and a group of state health department officials founded the National Association of Chronic Disease Directors to support and encourage the next generation of leaders within state chronic disease programs. Since then, three decades later, we have grown to more than 6,500 public health professionals, advocates, nonprofit workers, healthcare providers, private industry executives, and more. As a result, NACDD has become a leading and influential voice for all those who seek to end the burden of chronic diseases in the United States and U.S. territories. However, our programs and activities remain focused on supporting the professional growth and development of state health officials. We know our Members may come to NACDD for different reasons, but as we face an increasingly challenging public health landscape, one thing remains constant: NACDD is here to serve you so that you can best serve your community.



2017 Chronic Disease Academy (St. Louis, Missouri)

# Member Personas



**Marie C.**

Program Coordinator

New to workforce and wants to develop project management and leadership skills.

## SAMPLE DEMOGRAPHIC

- 25 years old
- 1 - 5 years of experience

## MARIE MIGHT BE INTERESTED IN...

- Professional development webinars
- Competency assessment
- Career center
- Mentorship program participant (Mentee)



**Jane D.**

Program Manager

In the middle of career and wants to network with like-minded peers, develop skills as an effective leader, and have access to toolkits and resources that will better help her perform daily tasks.

## SAMPLE DEMOGRAPHIC

- 40 years old
- 5 - 10 years of experience

## JANE MIGHT BE INTERESTED IN...

- Leadership development tools/resources
- Peer-to-peer networking
- Participation on a council/workgroup
- Reading/sharing success stories with peers



**John S.**

Bureau Director

Nearing retirement and wants to be more involved with NACDD, be in the loop on legislative actions that might impact program funding, and stay abreast of opportunities to stay engaged in public health after retiring.

## SAMPLE DEMOGRAPHIC

- 58 years old
- more than 15 years of experience

## JOHN MIGHT BE INTERESTED IN...

- Leadership development tools/resources
- Peer-to-peer networking
- Participation on a committee/board
- Mentorship program participant (Mentor)

*For a comprehensive list of Member benefits, visit [chronicdisease.org](http://chronicdisease.org)*

# NACDD Services

*Charles Brown, MPA, keynote speaker  
at the 2017 NACDD Chronic Disease  
Academy, St. Louis, Missouri*





- Advocacy
- Technical Support to Improve Capacity
- Professional and Workforce Development
- NACDD Partners
- State Program Support
- Linking to National Experts

# Advocating for Chronic Disease Prevention and Control



*Mehul Dalal, MD, MSc, MHS, NACDD Past President and Chronic Disease Director, Connecticut Department of Public Health, giving congressional testimony (March, 2017)*

Whether it's on the local, statewide, and/or national level, the NACDD Government Affairs Forum (formerly "NACDD Legislative and Policy Committee") works, in consultation with Cornerstone Government Affairs, to educate and engage policymakers in the delivery of preventive health services, best practices, and solutions that can be accomplished for the benefit of every American.

## Government Affairs Calls

You can get up-to-date information on the status of NACDD advocacy efforts and current policy news from Washington, D.C., by joining in on monthly Government Affairs Forum calls on the third Tuesday of the month at 1:00 p.m., ET.

## Policy Resource Library

NACDD has compiled several resources in one place that help keep you up to date on chronic disease policy issues at the state level.

## Appropriations Fact Sheets

Each year, NACDD creates appropriations fact sheets to support effective advocacy for chronic disease focus area resources, available at [http://www.chronicdisease.org/?page=Appropriations\\_fs](http://www.chronicdisease.org/?page=Appropriations_fs).

## State and Community Success Stories

NACDD hosts a database of public health success stories from state and territorial department work in chronic disease prevention and control. These case studies are shared with legislators, partners, and national advocates. Submissions are welcome through a simple form at [publichealthsuccess.org](http://publichealthsuccess.org).

*Did you know? 86% of our Members believe NACDD is an authoritative voice in political and public health issues. (2017 Member Satisfaction Survey)*

# STate Activation and Response Program

The STAR (STate Activation and Response) Program is designed to assess a chronic disease unit's organizational capacity, identify opportunities for increasing organizational capacity and, through participation in a 1.5-day workshop, develop a short-term (six-month to one-year) plan for achieving increased organizational capacity.

STAR framework components include:

- Partnerships and relationships
- Workforce development
- Leadership
- Management and administration
- Organizational climate and culture
- Evidence-based public health practices

Additionally, the STAR process provides a peer learning environment with other states that are working through the same process to allow for cross sharing and learning.

## What to Expect

### Getting Started

- State chronic disease directors (or other leadership-level staff) that wish to participate in STAR must complete a brief application, typically announced each fall.
- If the application is accepted, the entire chronic disease unit/team will complete a STAR assessment.

### During STAR:

- States will participate in planning calls and monthly peer learning calls
- A 1.5-day STAR workshop will be held to develop a short-term plan for achieving increased organizational capacity
- Attendance at NACDD's Chronic Disease Academy to further professional development and learning goals.

*"New Mexico was one of a handful of states that participated in a STAR technical assistance visit in 2017. This assistance was particularly timely for our state as the New Mexico Department of Health Chronic Disease Prevention and Control and Health Systems Bureaus were combined, mainly to address administrative and financial challenges in the agency, rather than as a strategic union. Bureau leadership took advantage of this opportunity to assess the bureau and begin to build capacity as a new entity. The NACDD consultants were skillful in drawing out participant's perspectives, and were exceptional facilitators. The bureau now has an action plan that will help us achieve this objective. We've received feedback from the participants that this was time well spent and they are excited about our future as a bureau.."* - Judith Gabriele, MPH, Chronic Disease Prevention and Control and Health Systems Bureau, New Mexico Department of Health

### After Completing STAR:

- Following completion of the program, states will serve as mentors to another STAR state for a year.
- States will complete a six-month evaluation and one-year re-assessment

### How You Can Join

To learn more about STAR and how it can help your state, please contact NACDD STAR Consultant Tamara Engel at [tengel@chronicdisease.org](mailto:tengel@chronicdisease.org).

# The EBPH Course in Chronic Disease Prevention

With support from NACDD and the Centers for Disease Control and Prevention, the Prevention Research Center in St. Louis offers regional and state-based courses on Evidence-Based Public Health, focusing on nine specific content areas to improve public health practice.

Evidence-based public health is “the development, implementation, and evaluation of effective programs and policies in public health through application of principles of scientific reasoning” ([EvidenceBasedPublicHealth.org](http://EvidenceBasedPublicHealth.org)). The process involves integrating science-based interventions with community preferences to improve the health of populations.

The trainings address many of the core competencies for public health professionals adopted by various accrediting bodies. Through lectures, practice exercises, and case studies, the course takes a “hands-on” approach and emphasizes information that is readily available to busy practitioners.

## Regional Course:

Offered twice yearly in St. Louis, the regional course is by invitation, and travel funds for practitioner teams are provided. For more information, please contact Carol Brownson at [cbrownson@chronicdisease.org](mailto:cbrownson@chronicdisease.org).

## State-based Training:

States can apply for an on-site training. The goal is to build capacity within state public health agencies by training staff and future trainers who will replicate EBPH training within their states.

To learn more about state-based training and the annual application process, please contact Carol Brownson at [cbrownson@chronicdisease.org](mailto:cbrownson@chronicdisease.org).



**Did you know? 41% of chronic disease directors report that the more important leadership skill they seek to develop within the next year is the ability to effectively coach their staff. "November 2017 Pulse Survey"**

# Professional and Workforce Development



One of the foundational pillars of the National Association of Chronic Disease Directors is its focus on professional development and workforce training.

From its Chronic Disease Academy to monthly Member webinars, NACDD is at the cutting edge of providing educational opportunities to its Members. Subjects chosen are based on needs assessment data from NACDD Membership and are also related to 1) NACDD competency domains, 2) Chronic disease prevention and health promotion domains and 3) PHAB standards.

The following are highlights of the resources we offer to you, with many more available through our online Professional and Workforce Development Training Center:

- **General Member Webinars:** Hear various educational topics presented monthly (January through December) in a one-hour call on the fourth Thursday at 3:00 p.m. ET. Topics in the past have included how to build a prediabetes awareness campaign in your state, adapting the CDC's Whole Child, Whole School, Whole Community model to oral health promotion, an editor's Perspective on reviewing and selecting information on the General Member webinars, visit [https://chronicdisease.site-ym.com/general/custom.asp?page=Archived\\_Webinars](https://chronicdisease.site-ym.com/general/custom.asp?page=Archived_Webinars).
- **Chronic Disease Academy:** Held annually in the fall, the Academy is NACDD's premier professional development program. On average, more than 200 state and territorial health officials, their staff, partners, and students attend the Academy for a deeper dive on core chronic disease prevention and control competencies, emerging issues in our field, and networking opportunities. For more information on the Chronic Disease Academy, contact [info@chronicdisease.org](mailto:info@chronicdisease.org)
- **Resource Library:** NACDD's Professional Development and Workforce Training Center features a variety of training/educational modalities, including webinars, training videos, public health lectures, and online courses. Our webinar library features a collection of archived professional development events sponsored by NACDD, as well as other public health organizations. For more information visit [https://chronicdisease.site-ym.com/?Archived\\_Webinars](https://chronicdisease.site-ym.com/?Archived_Webinars).

# NACDD Partners

NACDD's partners help us to produce sustainable life-change across every state and U.S. territory. Since our founding in 1988, the Centers for Disease Control and Prevention has been our greatest funding partner, but NACDD also has a long list of private industry, nonprofit, nongovernmental, and academic partners that are invested in the opportunity to reduce the burden of chronic disease in our country. We welcome partners that both see the value of our projects and also have projects that NACDD can help them achieve to move the needle in health outcomes and healthcare quality. NACDD welcomes opportunities to begin conversations with any organization or corporation that wants to advance the health of the public.



*"The ProVention Health Foundation was formed to fill a void in the dedicated disease prevention landscape. There was a desire on the part of the National Association of Chronic Disease Directors to create an entity that would work upstream to prevent chronic diseases from manifesting. It endeavors to achieve this by driving awareness to environmental and health system changes, disease risk factors, and relevant lifestyle changes. ProVention recognizes the symbiotic nature of the social determinants of health that include housing, transportation, education energy, food systems, and policy initiatives that impact the risk of disease and disability. ProVention works at the intersection of chronic disease and these other life components, as well as related communicable and non-communicable disease states. In all of its work, it strives to support and empower the ongoing work of NACDD and its Members in every state and U.S. Territory."*

- John Patton, Director of Public Affairs, NACDD, and Vice President of the ProVention Health Foundation.

# State Program Support

## State Program Support

Technical assistance, subject matter expertise, and resource dissemination to support our members in program delivery, workforce development, and organizational -capacity development specific to the needs of the state chronic disease prevention efforts.

## Linking to National Experts

NACDD is connected to a vast network of national experts within government agencies, private industry, academia, and national nonprofits. This network is evident through NACDD's public and private projects, technical assistance, national training academies, webinars and roundtables that touch all 50 states and U.S. Territories. It draws on its national experts from dozens of disease states, and risk factors and co-morbid, chronic conditions. Additionally, its experts span work-site wellness, healthy communities, the disability community, health department leadership and public health competencies. When public health national experts are needed, NACDD provides direct links to meet the need.



*For a list of NACDD partners, visit [chronicdisease.org](http://chronicdisease.org)*

# Important Information





*“NACDD has connected me with experts and peers from across the U.S. The Association has allowed me to mentor and be mentored by some of the most talented people in public health. The opportunities to grow professionally with NACDD are endless!”*

- Victor Sutton, PhD, MPPA, Director, Office of Preventive Health, Mississippi State Department of Health

- **Bylaws**
- **Guiding Principles**
- **Organization Chart**
- **Strategic Plan**
- **Events Calendar**

# The National Association of Chronic Disease Directors Bylaws

## ARTICLE I – Name and Address

### Section 1:

The Name of the Association shall be the: The National Association of Chronic Disease Directors (NACDD).

### Section 2:

The principal location and address of NACDD is 325 Swanton Way Decatur, GA 30030. NACDD may have other such offices, either within or outside the District of Columbia as the Board of Directors may authorize from time to time.

## ARTICLE 2 - Membership

### Section 1. Qualifications:

Section 1.a. Representative Members: Representative membership shall be open to one Chronic Disease Program representative who is an employee of the health department of a state, commonwealth, territory, district or possession of the United States and is officially appointed by the health officer from that jurisdiction. Representative members have voting privileges at the annual or special membership meetings, may serve as officers and directors of NACDD and may serve on committees, councils, or any group so designated by NACDD.

Section 1.b. General Members: General membership shall be open to other health department employees who direct or work with chronic disease prevention and control programs, including, but not limited to staff in health promotion and education, epidemiology units, maternal child health, oral health, injury, immunization, communicable or non-communicable diseases and/or risk factors from any state, commonwealth, territory, district or possession of the United States, in addition to the officially appointed representative to NACDD who is serving as the representative member from that jurisdiction. General members may serve as officers and directors of NACDD and may serve on committees, councils or any group so designated by NACDD.

Section 1.c. Associate Members: Associate membership may be subject to Board approval and are open to individuals, organizations, or companies who meet the criteria below. Associate members may not serve as officers of NACDD, but may serve as directors-at-large or as members of NACDD committees, councils or any group so designated by NACDD.

Individual Associate Membership, includes, but is not limited to

Professional - Individuals interested in the area of public health chronic disease prevention and control but who are not employed at health departments of states, commonwealths, territories, districts or possessions of the United States.

Student - Individuals enrolled as full-time (minimum 12 credit hours) students in public health or allied field.

Retired - Individuals retired from the practice of public health, but who remains committed to the purposes of NACDD.

Organizations or Companies- Entities who have demonstrated they have an interest in the area of public health chronic disease prevention and control. These entities must not be listed in sam.gov as an entity who should not be awarded federal funds.

## **Section 2. Cessation of Membership:**

Section 2.a. Representative Member: A Representative Member ceases to be a Representative Member upon cessation of employment at the health department of the state, commonwealth, territory, district or possession of the United States where he or she was working when appointed by the health officer. A Representative Member may cease to be a Representative Member or if the Board of Directors determines that the Representative Member ceases to support the purpose of NACDD and notifies the Representative Member of the termination.

Section 2.b. General Member: A General Member ceases to be a General Member upon cessation of employment at any health department of any state, commonwealth, territory, district or possession of the United States. A General Member also ceases to be a General Member or if the Board of Directors determines that the General Member ceases to support the purpose of NACDD and notifies the General Member of the termination.

Section 2.c. Associate Member: An Associate Member ceases to be an Associate Member or if the Board of Directors determines that the associate member ceases to support the purpose of NACDD and notifies the Associate Member of the termination.

**Section 3. Fiscal Year Membership Meeting:** An annual business meeting of the Representative Members of NACDD (the "Annual Membership Meeting") shall be held at such time and place as fixed in advance by the Board for the purpose of electing officers and directors-at-large and transacting any other business that may properly come before the Representative Members. Written notice of each Annual Membership Meeting shall fix the time and place of the Annual Membership Meeting and, if deemed appropriate by the Board, the purpose or purposes thereof, and shall be given to each Representative Member, in the manner provided by these Bylaws, at least ten (10) but no more than sixty (60) days before such meeting. A duly executed waiver of notice thereof may also fix the time and place of any Annual Membership Meeting of the Representative Members.

**Section 4. Special Meetings:** Special meetings of the Representative Members may be called by the Board or by the President of NACDD or, at the written request of twenty-five percent (25%) or more of the Representative Members, shall be called by the President on behalf of the Members. Written notice of each special meeting shall fix the time and place of the special meeting and, if deemed appropriate by the person or persons by whom or at whose request the special meeting is being called, the purpose or purposes thereof, shall be given to each Representative Member, in the manner provided by these Bylaws, at least ten (10) but no more than sixty (60) days before such meeting. A duly executed waiver of notice thereof may also fix the time and place of any special meeting.

**Section 5. Voting; Proxies:** At all meetings of the Representative Members, 20 (twenty) Representative Members, represented in person or by proxy, shall be necessary and sufficient to constitute a quorum for the transaction of business. Each Representative Member shall have one vote. A vote of the majority of the Representative Members, represented in person or by proxy, at any meeting at which a quorum is present, shall be the act of the Representative Members, except as otherwise provided by these Bylaws or by the District of Columbia Non-profit Corporation Act (the "DC Act"). Members may vote by proxy executed in writing or electronically by such Representative Members. A proxy shall be valid for 11 months unless a longer period, which may not exceed 3 years, is stated in the proxy. Every proxy shall be revocable at the pleasure of the Representative Member that executed it. Voting on all matters may be conducted by mail ballot. If a quorum is not present at any meeting, the Members present at such meeting may adjourn the meeting from time to time, without notice other than an announcement at the meeting, until a quorum shall be present.

**Section 6. Presiding Officer(s):** The President of NACDD shall preside at all meetings of the Representative Members. At any Representative Membership meeting, if the President is not present, the President-Elect shall preside at the meeting. If the President or the President-Elect is not present, the Board shall appoint a presiding officer for such meeting.

**Section 7. Participation by Means of Communications Equipment:** Any one or more Representative Members may participate in a meeting of the Representative Members by means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

**Section 8. Written or Electronic Ballot:** Any action that may be taken at any annual, regular, or special meeting of Representative Members may be taken without a meeting if NACDD delivers a written or electronic ballot to every Representative Member entitled to vote on the matter. All matters relating to the use and counting of such ballots shall be in accordance with the DC Act.

## **ARTICLE 3 - Dues and Fiscal Year**

### **Section 1. Dues:**

It shall be the responsibility of the Board of Directors to establish and review annual dues structures for all classes of members. The Board of Directors may determine that any member who has not paid dues will forfeit membership in NACDD.

### **Section 2. Fiscal Year:**

Fiscal year shall be October 1 to September 30.

## **ARTICLE 4 - Board of Directors**

### **Section 1. Composition and Responsibilities:**

There shall be a Board of Directors consisting of the five officers (president, president-elect, secretary, treasurer, immediate past president) of NACDD and up to fourteen at-large directors as determined by the Board of Directors. The Board of Directors shall determine, and establish special and ad hoc committees and appoint members of NACDD committees. The Board of Directors may establish and maintain working relationships with other organizations consistent with the purposes of NACDD.

### **Section 2. Ex Officio Directors:**

The President may appoint representatives from related affiliates/agencies or other individuals by virtue of their position as ex officio directors, upon the approval of the Board of Directors. The ex-officio appointments end with the term of the appointing President. All ex-officio directors do not have the right to vote.

### **Section 3. Unanimous Consent:**

Any action required or permitted to be taken at any meeting may be taken without a meeting if all directors consent in writing to the taking of such action. Such written consents shall be filed with the minutes of the Board of Directors. Consents may be sent by mail, by facsimile or by electronic mail.

**Section 4. Meetings:** Meetings of the Board, regular or special, may be held within or outside the District of Columbia upon not fewer than two (2) days notice to each officer and director, either personally or by mail, facsimile, or e-mail, subject to waiver of notice as provided in the DC Act. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or waiver of notice of such meeting. Regular meetings shall be held at least once each year; or more often as established from time to time by resolution of the Board, or as required by the business of NACDD. Special meetings of the Board may be called by the President at any time and shall be called by the President upon the written request

of a majority of the officers and directors then in office.

**Section 5. Quorum:** A majority of the officers and directors then in office shall constitute a quorum for the transaction of business. The act of the majority of the officers and directors present at a meeting at which a quorum is present shall be the act of the Board. If a quorum is not present at any meeting of the Board, the officers and directors present may adjourn the meeting without notice other than announcement at the meeting, until a quorum shall be present

**Section 6. Participation by Means of Communications Equipment:** Any one or more officers or directors may participate in a meeting of such Board by means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

## **ARTICLE 5 – Executive Committee and Officers**

### **Section 1. Composition of Executive Committee:**

Executive Committee - shall consist of the president, president-elect, secretary, treasurer and the immediate past president. The Executive Committee may exercise all of the powers and authority of the Board of Directors during periods between routinely scheduled meetings of the Board of Directors. However, the Executive Committee shall have not have power or authority to:

- Amend the Articles of Incorporation;
- Adopt an agreement of merger or consolidation;
- Recommend to the Representative Members the sale, lease or exchange of all or substantially all of NACDD's property and assets;
- Recommend to the Representative Members a dissolution of NACDD or revocation of a dissolution;
- Amend these Bylaws;
- Or authorize the expenditure of funds not previously approved by the Board of Directors.

All actions of the Executive Committee must be reported to the Board of Directors at the next regular or special meeting of the Board of Directors.

### **Section 2. Officers:**

The five officers of NACDD shall be a president, president-elect, secretary, treasurer, and immediate past president

### **Section 3. President:**

The president of NACDD shall serve for one year and shall preside over the meetings of NACDD, the Board of Directors and the Executive Committee. The president serves as the volunteer leader and spokesperson for NACDD. S/he assures that the Board of Directors fulfills its responsibilities for governance and strives to achieve the mission of NACDD. The president assumes office at the annual business meeting and serves for a one-year term.

### **Section 4. President-Elect:**

The president-elect shall be elected for a period of one year and will automatically become president at the end of the current president's term. The president-elect will preside in the absence of the president. The president-elect serves to provide future continuity of programs, goals, objectives and strategic direction of NACDD. S/he acts in place of the president as requested. The president-elect takes office at the annual business meeting and serves for one year. The year as president-elect is a year to be mentored by the president and past president and serves as a learning period.

### **Section 5. Secretary:**

The secretary ensures appropriate minutes are recorded, distributed and posted for all meetings of the Membership, the Board of Directors and the Executive

Committee and that all official records of NACDD are maintained. The secretary assumes office at the annual business meeting and serves for a two-year term.

**Section 6. Treasurer:**

The treasurer serves to maintain the funds of NACDD, review all appropriate financial records, and monitors disbursement of funds in accordance with approved Associate policy. The treasurer also serves as a voting member of the Finance Committee but may not serve as Chair. S/he assumes office at the annual business meeting and serves for a two-year term.

**Section 7. Past President:**

The past president serves to ensure historical continuity of programs, goals, objectives and strategic direction of NACDD. S/he serves as Chair of the Nominating Committee. The past president takes office at the annual business meeting and serves for one year. The past president serves as a mentor to the president and president-elect.

**ARTICLE 6 - Vacancies**

With respect to a vacancy in the office of the president, the president-elect automatically steps up to complete the unexpired term and shall serve the succeeding full year as president. In the event of a vacancy in the office of immediate past president, the next available past president who is a Representative or General Member in good standing and is willing to serve, may be appointed by the Board of Directors to complete the unexpired term. In the event of a vacancy occurring in the office of president-elect, secretary, treasurer, or director at large of the Board of Directors, the Board of Directors shall appoint replacements to serve the remainder of the term vacating officer or director.

**ARTICLE 7 - Tenure and Eligibility for Officers and Directors, Terms and Removal**

**Section 1. Tenure and Eligibility of Officers:**

The president and the president-elect may serve for one term only, with at least an intervening one year period since their last term in the same office. The secretary and the treasurer may serve for not more than two consecutive terms. Officers of NACDD to be eligible for office must have served one term as a director at large and must be members in good standing.

**Section 2. Tenure and Eligibility of Directors at Large:**

The term of office for the directors at large shall be two years, with one-half of the Board Directors at large elected each year. Directors at large shall serve not more than two consecutive terms.

**Section 3. Term Ends at end of Fiscal Year**

Officers and directors at large shall hold office until the NACDD end of the fiscal year, September 30

**Section 4. Removal from Board of Directors:**

Officers and directors at large with two consecutive unexcused absences from regularly scheduled Board of Directors meetings, may be removed from the Board of Directors by a majority vote

## **ARTICLE 8 - Election of Officers and Directors At Large**

The Board of Directors shall designate a Committee to solicit candidates from the membership and prepare a slate of candidates for each office to be filled. The slate of candidates for officers and directors at large will be emailed to the Representative Members at least ten (10) but not more than forty-five (45) days prior to the end of the fiscal year. Each Representative Member with dues paid in full as of the date of the mailing of the slate may submit one ballot to the chair of the Committee. A candidate receiving a plurality of the vote for any office or director position shall be declared elected. If there is a tie vote for any officer or director position, the incoming Board of Directors shall vote at the first Board meeting of the fiscal year to break the tie between the candidates with the highest number of votes received. The results of the elections will be announced at the beginning of the fiscal year and installed at the first Board meeting of such year. All matters relating to the use and counting of such ballots shall be in accordance with the DC Act.

## **ARTICLE 9 –Committees**

### **Section 1. Board Committees:**

The Board of Directors may create one or more committees of the Board that consist of one or more directors. The creation of such a committee and appointment of directors to it shall be approved by a majority of all the directors then in office. To the extent specified either in the Bylaws or in the resolution adopted by the Board, the board committee may exercise the powers of the Board of Directors, except that such committee shall not:

- (a) Authorize distributions;
- (b) Approve or propose to the Representative Members action that District of Columbia law requires be approved by the Representative Members;
- (c) Fill vacancies on the Board of Directors or any board committees; or
- (d) Adopt, amend, or repeal the Bylaws.

Notwithstanding the above, the Board of Directors may appoint one or more directors as alternate members of any board committee to replace any absent or disqualified member during the member's absence or disqualification.

### **Section 2. Advisory Committees:**

The Board may create or authorize the creation of one or more advisory committees whose members need not be directors. An advisory committee shall not be a committee of the Board or exercise any of the powers of the Board.

### **Section 3. Committee Resolution:**

Unless the committee appears in the Bylaws, the Board shall adopt a resolution for the committee, which resolution shall specify the purpose of the committee, the authority of the committee, if any, the composition of the committee and the reporting responsibilities of the committee.

## **ARTICLE 10 - Amendments**

### **Section 1. Prior Notice:**

These bylaws may be amended by a two-thirds vote of the Representative Members at a meeting at which a quorum is present, provided all proposed amendments have been e-mailed to members thirty days prior to the meeting or vote. If the vote is conducted by mail ballot, all matters relating to the use and counting of such ballots shall be in accordance with the DC Act.

## **ARTICLE 11 - Parliamentary Authority**

The rules contained in "Roberts Rules of Order Revised Most Recent Edition" shall govern meetings of NACDD in all cases in which they are applicable and in which they are not inconsistent with these by-laws.

## **ARTICLE 12 - Indemnification**

### **Section 1. General:**

To the fullest extent permitted by the DC Act, every person who is or was a director, officer, employee, member or agent of NACDD shall have a right to be indemnified by NACDD.

### **Section 2. Insurance:**

Without limiting the generality of the foregoing and to the fullest extent permitted by the laws of the District of Columbia, NACDD may purchase and maintain insurance against all or a portion of any liabilities and expenses, if any, resulting from the indemnification of any of the foregoing persons pursuant to this Article.

### **Section 3. Contract or Other Rights:**

This Article shall not exclude any other rights of indemnification or other rights to which any director, officer, employee, member or agent may be entitled by contract, by vote of the Board of Directors or as a matter of law. If any clause, provision, or application of this Article shall be determined to be invalid, the other clauses, provisions, or applications shall not be affected but shall remain in full force and effect. The provisions of this Article shall be applicable to claims, actions, suits, or proceedings made or commenced after its adoption, whether arising from act or omissions occurring before or after its adoption.

***“NACDD representatives are always a joy to interact with. They provide great information and technical assistance.”***

- State Member, Arizona

## Guiding Principles for Shaping the Future Health Landscape

**Background:** The following future-looking statements are designed to internally guide staff, leadership, board Members, and stakeholders to the overall purpose of NACDD activities and serve to connect the mission (what NACDD does) to the vision (what NACDD endeavors to achieve).

### NACDD is Developing a New Generation of Leaders

NACDD believes that state-based leadership and expertise in chronic disease prevention and control are vital to achieve its action.

#### NACDD is working toward a future

**Where** the public, stakeholders, and decision-makers understand the value of chronic disease prevention and control with regard to broadly improving health, well-being, productivity, and reducing costs.

**Where** convenient, healthy choices abound for all, and healthy behaviors are a regular part of daily life where people live, learn, work, worship, and play.

**Where** there is broad and equitable access to evidence-based programs and services for the prevention and management of chronic disease.

**Where** health systems are designed to ensure pro-active, culturally relevant and linguistically effective, population-based approaches to prevent and manage chronic disease.

**Where** community-based health programs support the prevention and management of chronic disease for all people, and are seamlessly coordinated with clinical care.

**Where** the public health workforce is equipped with timely, reliable, and comprehensive information regarding all aspects of chronic disease, giving special attention to identify and work together with vulnerable and high-risk groups.

#### NACDD is working toward a future

**Where** every state and territory will have public health leadership that can envision, motivate, and enlist partners, and guide a coordinated response to chronic disease prevention and control in ways that are strategic, collaborative and in alignment with federal initiatives.

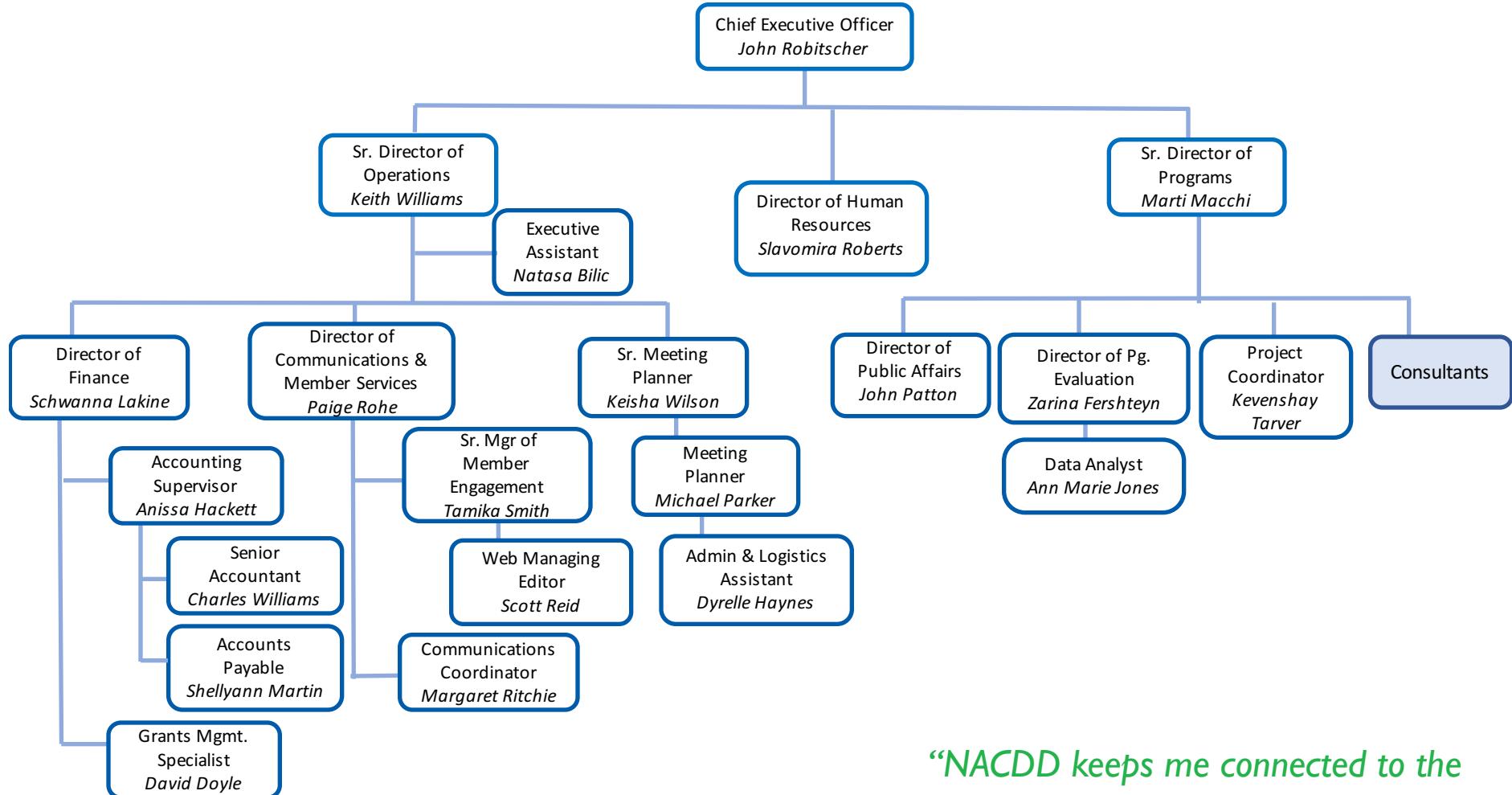
**Where** state-based chronic disease units are the standard bearers of excellence in meeting all relevant public health accreditation standards.

**Where** each state and territory has the resources and strategic information necessary to sustain chronic disease programming and related policies.

**Where** all states and territorial health departments are equipped and empowered to effectively leverage their unique position, regarding the education of both official and unofficial policy makers.

**That** includes an empowered and informed state-based chronic disease workforce with specific knowledge and expertise that enables implementation of national priorities within a state context.

# NACDD Organization Chart



## Legend:

Blue field indicates an independent consultant/contractor status

**“NACDD keeps me connected to the larger public health community. I trust the credibility of NACDD.”**

Diabetes Clinical Coordinator,  
South Dakota

# Strategic Plan

## **NACDD Vision**

Lead and influence the Ways that Chronic Disease Prevention and Health Promotion Shapes the Health Landscape

## **NACDD Mission**

The National Association of Chronic Disease Directors improves the health of the public by strengthening state-based leadership and expertise for chronic disease prevention and control in states and at the national level.

## **NACDD Values**

**Integrity:** Demonstrated by honesty, openness and transparency, in discussions, decisions and actions

**Professionalism:** Demonstrated by a bold outcome-oriented informed by careful consideration of science, evidence, and promoting practices

**Inclusivity:** Demonstrated by non-discriminatory, representative and culturally competent behavior that acknowledges and values differences in our Membership and the populations they serve

**Leadership:** Demonstrated by an earned reputation for active engagement, collaborative ability, and effectiveness as the Member driven collective voice of the states, territories, tribes and jurisdictions we serve

**Social Justice:** Demonstrated by commitment to equity in health outcomes and dedication to the essential contribution of state governments in achieving them

1. Strengthen policy and advocacy at the national level

2. Be recognized as the authoritative voice and "Go-To" organization for chronic disease and health promotion prevention and control

3. Advance health equity

4. Foster engagement of chronic disease and health promotion directors in all jurisdictions

5. Engage chronic disease and health promotion practitioners in a robust and responsive professional development framework

6. Advance strategic partnerships and collaborations to enhance public health and achieve the mission of NACDD

7. Be a model public health association

8. Communicate the value and impact of population health

I a. Advocate for sufficient funding for state chronic disease prevention and health promotion

# Upcoming Events

NACDD hosts several regular meetings for Members who are participating on councils, board of directors, communities of practice, focus groups, and committees. The dates shown below are a sampling of the types of regular meetings available for you to get connected and engaged with your peers, participate in professional development activities, and provide thought leadership. For more information on these and other upcoming events visit [chronicdisease.org](http://chronicdisease.org).

## General Member Webinar - every 4th Thursday @ 3pm ET

*Link for webinar included in the impact brief each month*

## Government Affairs Forum - every 4th Monday @ 2pm ET

Call information: 866-398-2885 Passcode: 502715#

## Arthritis Council - every 1st Tuesday @ 2pm ET

Call information will be sent to participating Members

## Cardiovascular Health Network Leadership Team - every 4th Wednesday @ 1pm ET (invitation only)

Call information will be sent to participating Members

## I305 Epidemiology and Evaluation Collaborative - every 2nd Wednesday @ 2pm ET

Call information: 866-707-1092 Passcode: 4581813#

## Health Equity Council - every 2nd Thursday @2pm ET

Call information will be sent to council Members

**View Calendar!**

JANUARY 2018						
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# Association Leadership Opportunities



*"As the American population ages and healthcare costs rise, chronic diseases are no longer simply an individual health challenge - they threaten the economic prosperity of our nation. NACDD works to ensure that a strong national cohort of skilled professionals is ready to help everyone lead healthier lives."*

- Mehul Dalal, MD, MSc, MHS Chronic Disease Director,  
Connecticut Department of Health



- **Councils/Steering Committee**
- **Board Committees & Focus Groups**
- **Becoming A Board Member**



*Pacific Chronic Disease Council*

# Councils/Steering Committees

NACDD works to reduce the impact of advocating for preventive policies and programs, encouraging knowledge sharing and developing partnerships for health promotion. NACDD has Councils and projects that address the needs of specific chronic diseases to advance prevention efforts and provide professional development for chronic disease staff.

NACDD Councils and Committees offer Members the opportunity to network with their peers, gain leadership experience, and provide their voice as thought leaders in the national dialogue on chronic disease prevention and control and health promotion.



**Arthritis**  
**Cancer**  
**Cardiovascular Health**  
**Diabetes**  
**Epidemiology and Evaluation Collaborative**  
**GIS Network**  
**Health Equity**  
**Learning and Professional Development**  
**Pacific Chronic Disease Council**  
**Regional Representatives Council**  
**School Health**

*For a comprehensive list of councils and committees, visit [chronicdisease.org](http://chronicdisease.org)*

# NACDD Board Committees & Focus Groups

The following committees of the board are formally established by the Board of Directors under Article 9 of the bylaws, which states the Board of Directors shall establish standing, special, or ad hoc committees (councils, forums, and workgroups) as necessary to accomplish the work of NACDD. Ad hoc committees (i.e. councils, forums, and workgroups) of NACDD necessary to fulfill the operations of the organization may continue or be formed as needed by the CEO. Each committee shall have a chair, appointed by the President for a specified term. Each committee chair shall be responsible for reporting to the Board of Directors on the committee's work.

## Awards Committee

The Awards Committee is responsible for seeking nominations for NACDD award recipients; overseeing the selection process; and announcing the results.

Chair: Judith Gabriele (NM)

Staff Support: John Robitscher and Paige Rohe

### Operational Plan:

1. Recruit Members to serve on the committee
2. Place information about nominations and awards on the NACDD website. This will include award descriptions and nominations process
3. Ensure effective mechanisms for notifying Members that information is on website and deadlines for nominations
4. Oversee the process of seeking nominations for award recipients
5. Oversee the selection process of NACDD award recipients
6. Develop strategies to improve Member participation in the nominations process and in elections
7. Establish a simple process for recognizing service by Members rotating off the Board of Directors

### Measure of Success:

- a. Committee will be populated
- b. Award nominations will be solicited
- c. Awards and recognitions will be presented

Other NACDD units to be involved. The Board of Directors will be consulted to ensure appropriate coordination within the association.

Budget: Management support is provided to the Awards Committee through NACDD funding.

*“Each time I work with NACDD it is like receiving a shot of adrenaline. You get to surround yourself with others who are passionate and knowledgeable about the work we do and this makes me want to strive harder for excellence.”*

- Jack Miller, MHE, Manager, Idaho Department of Health and Welfare

## **Circle 59 Past Presidents' Committee**

Circle 59 convenes past presidents of NACDD to support development of the association and to assist in maintaining relationships across states and partners.

Chair: Mehul Dalal (CT)

Staff Support: John Robitscher and Tamika Smith

### **Operational Plan:**

1. Committee serves a senior advisory role (e.g. think tank, brain trust, and historical memory)
2. Chair, in conjunction with CEO and committee Members, develops agenda and topics on an annual basis or more frequently as necessary
3. Members are not required to participate in activities outside of regularly scheduled meetings
4. Members may be invited to participate in other committees, workgroups, or councils by chair
5. Members may be invited by CEO to participate in NACDD development activities
6. Primary committee output are meeting summaries that can be shared with the Board for consideration
7. Committee may take up a discussion topic at the request of the Board
8. Topics should correspond with an organizational need as expressed by the CEO and/or Board
9. Chair convenes bi-monthly meetings
10. Chair serves as liaison between committee and board
11. Staff records and distributes meeting summaries and schedules meetings

### **Measure of Success:**

- a. Bi-monthly meetings held with a minimum of 5 attendees per meeting
- b. Committee updates shared at Board meetings at least quarterly
- c. Committee output (discussion notes, updates) inform board deliberations

## **Focus Groups/Work Groups/ Communities of Practice**

- **Member Engagement and Communications Advisory Team (MECAT)**

This group is structured to help identify opportunities to enhance Member engagement through our Member Services and Communications tools and activities so that Members are informed and excited about NACDD's work and Membership benefits.

The team is open to any state or territorial health department staff interested in joining the focus group. The MECAT team meets once per quarter for 45 minutes, during which time your feedback is shared on targeted questions related to how we can better service your needs. For more information on this group contact us at [Members@chronicdisease.org](mailto:Members@chronicdisease.org).

- **Generate Educate Activate Respond (G.E.A.R.) Groups**

G.E.A.R. is an opportunity for chronic disease and health promotion directors and their staff to apply for leadership development, mentoring, and learning. Participants will engage in peer-to-peer learning and sharing opportunities to examine innovative models that align population health improvement with state health department chronic disease prevention and health promotion efforts. Participants will discuss and gain deeper understanding of population health by examining definitions and examples, within and outside of the health care sector, that address the social, cultural, economic, and environmental determinants of health.

**To learn more about communities of practice, workgroups,  
and focus groups visit [chronicdisease.org](http://chronicdisease.org) or contact us at**

**[Members@chronicdisease.org](mailto:Members@chronicdisease.org)**



- d. Members enhance connection and commitment to NACDD
- e. At least two new development opportunities (e.g. funding, strategic partnerships) are identified annually as a result of this committee

Budget: Management support provided by NACDD staff, no additional budget

### **Executive Committee**

The Executive Committee consists of the President, President-Elect, Secretary, Treasurer, Past-President, and Government Affairs Forum ex-officio. The Chief Executive Officer staffs this committee. The committee conducts business on behalf of the Association, as needed between routinely scheduled meetings/conference calls of the Board of Directors. Actions taken by the Executive Committee are presented to the full Board for review. The committee also serves as the Governance Committee, which is responsible for reviewing and maintaining the governing documents of the Association and for recommending proposed changes when necessary. The Bylaws will be reviewed annually (prior to the annual business meeting). The President-Elect of the Association serves as the sub-committee chair as needed. H/she is also responsible for seeking nominations for new Board members and officers; overseeing the selection process; and announcing the results. When fulfilling the Governance Committee function, the Chief Executive Officer or his designee serves as an ex-officio Member of this committee.

Staff Support: John W. Robitscher and Slavomira "Cici" Roberts

### **Operational Plan:**

1. Convene regular meetings and convey actions taken to Board of Directors and to the Membership (if appropriate)
2. Take necessary actions on behalf of the Association as required between regularly scheduled meetings of the Board
3. Select the Association management firm and Chief Executive Officer
4. Conduct an annual review of the performance of the Association management company and the association's Chief Executive Officer
5. Support the Chief Executive Officer and provide guidance as needed
6. Approve the President's selection and appointment of committee chairs, Member leads, and liaisons to external organizations

# Board Committees

7. Assist in identifying and recruiting Members needed for association programs, projects, and activities
8. Conduct an annual review of the Board of Directors as it relates to its performance, structure, composition, role, and relationship to management
9. Review the CEO's compensation and set compensation annually
10. Conduct annual review of Bylaws to identify discrepancies, out of date sections, or other needed changes
11. Accept recommended changes from the board, committees, councils, or individual Members
12. Present proposed changes, along with the rationale for each change, to the Board of Directors prior to the Annual Business meeting
13. Present proposed changes to Membership-at-large during the Annual Business meeting
14. Provide a copy of the amendments which were adopted to the Chief Executive Officer for updating the master copy of the Bylaws and posting on the NACDD website
15. Recruit Members to serve on the committee
16. Place information about nominations on the NACDD website, including officer and Board Member job descriptions, desired qualifications, and nominations process
17. Oversee the process of seeking nominations for new Board Members and officers
18. Oversee the election process
19. Develop strategies to improve Member participation in the nominations process and in elections

## Measure of Success:

- a. Ensures CEO role is filled and CEO compensation decisions are made
- b. Presentation of proposed Bylaws changes to be made and voted on by Executive Committee and ratified by Board and Membership
- c. Changes communicated to Members and posted on the NACDD website
- 1.) Committee populated

- 2.) Nominations solicited
- 3.) New Board Members and officers selected
- 4.) Increased Member participation in the nominations process and elections

Other NACDD units to be involved. The Board of Directors will be consulted to ensure appropriate coordination within the Association.

Budget: Management support is provided to the Executive Committee through NACDD funding.

## Finance Committee

The Finance Committee is responsible for the preparation of an annual budget, reviewing the Association's financial status, making recommendations regarding finances to the Board of Directors, and ensuring that an annual review of financial records (audit) is performed in a timely manner.

Chair: Mary Manning (MN)

Staff Support: John Robitscher, Schwanna Lakine, and Charles Williams

## Operational Plan:

1. Conduct quarterly meetings via conference call during the year
2. Review the budget expenditures and fiscal condition of the Association and report to the Board and Executive Committee
3. Assist the Treasurer in selection of an independent certified accounting agency to conduct the annual review or audit
4. Monitor and ensure accurate tracking/monitoring/accountability for funds by reviewing the financial statements monthly
5. With the Chief Executive Officer, develop and monitor financial guidelines and controls

**Measure of Success:**

- a. Regular meetings conducted and minutes recorded
- b. Appropriate auditor selected
- c. Budget development plan articulated
- d. No debt
- e. Financial statements reviewed quarterly

Other NACDD units to be involved. The Board of Directors will be consulted to ensure appropriate coordination within the Association.

Budget: Management support is provided to the Finance Committee through NACDD funding.

**Government Affairs Forum**

The Legislative and Policy Committee monitors and reviews legislation relating to public health chronic disease programs and develops, reviews, and presents issues, policies, position papers, and resolutions for consideration by the Association. The committee pursues, with Board approval, a multi-faceted policy agenda that reflects the diverse goals of the Membership

Chair: David Hoffman (NY)

Staff Support: John W. Robitscher

**Operational Plan:**

- I. Maintain committee structure and meet regularly.
  - a. Conduct monthly meetings via conference call

- b. Provide regular updates to NACDD Board and General Membership
  - c. Continue to expand Membership to ensure representation from key states and expertise relevant to major chronic diseases and risk factors
  - d. Meetings will be held monthly through year
  - e. Minutes will be posted on the NACDD website; Membership list will be assessed quarterly
  - f. Regular communication with Executive Committee and Board will be carried out by chair
2. Establish legislative priorities for NACDD.
    - a. Identify priorities for chronic disease program development and/or expansion
    - b. Develop corresponding materials and fact sheets to guide the work of committee Members and partners
    - c. Priorities will be recommended to the Board periodically throughout the year
    - d. Materials will be developed and updated throughout the year as needed
    - e. Materials and fact sheets will be posted on NACDD website for easy access and downloading
    - f. Activity will be integrated with: Executive Committee, Board, and councils
  3. Establish legislative alert system.
    - a. Implement a system for ensuring response to legislative action alerts related to issues of importance to NACDD

***Did you know? Most NACDD Members have been working in state or territory-level chronic disease prevention for less than 5 years.***

# Board Committees

- b. Proposal for process to the Board within the first quarter of the year
  - c. Proposal will be acted upon and noted in Board minutes
  - d. Activity will be integrated with: Executive Committee, Board, and councils
4. Communicate with partners.
- a. Maintain communications with CDC, DHHS, other agencies, organizations, and groups
  - b. Chair will invite primary partners to participate in monthly calls
  - c. Activity will be integrated with: Executive Committee, Board, and councils
5. Collaborate with partners.
- a. Work with partners and appropriate constituency groups specific to issues being addressed by Congress and the Administration
  - b. Chair will invite primary partners to participate in monthly calls
  - c. Activity will be integrated with: Executive Committee, Board, and councils
- 6. Evaluate chronic disease legislation.
    - a. Organize a system for evaluating chronic disease legislation to assist in determining NACDD position and action
    - b. Committee will propose system during the first quarter of the year
    - c. Committee will assess how similar organizations meet this need and consult with experts
    - d. Activity will be integrated with: Executive Committee, Board, and councils
  - 7. Educate decision-makers.
    - a. Develop strategy and support efforts to educate policymakers about chronic diseases
    - b. Chair will invite primary partners to participate in monthly calls
    - c. Activity will be integrated with: Executive Committee, Board, and councils
  - 8. Participate in national coalitions.
    - a. Participate as a Member of the Research to Prevention Coalition, the CDC Prevention Coalition, National Alliance for Nutrition and Activity, Friends of School Health, and other related groups to further the committee's mission
    - b. Chair will invite primary partners to participate in monthly calls
    - c. Activity will be integrated with: Executive Committee, Board, and councils

Budget: Management support is provided to the Government Affairs Forum through NACDD funding.



# Board Committee

## Learning and Professional Development Committee

Chair: Jack Miller (ID), Dr. Appathurai Balamurugan (AR)

Staff Support: John Robitscher

Consultant Support: Mary Kane, Concept Systems, Inc.,

### Operational Plan:

The Learning and Professional Development Committee is responsible for reviewing and approving the educational output activities of NACDD for consistency and alignment with:

1. the strategic priorities of the Association
2. the four chronic disease domains
3. NACDD's CORE Chronic Disease Competencies
4. Specified Member training needs

Budget: Management support is provided to the Learning and Professional Development Committee through NACDD funding

## Regional Representatives Council

The Regional Representatives Council is formed to serve as a point of contact for each NCCDPHP region in developing State Chronic Disease Director input, feedback, and perspective on the management and leadership of coordinated chronic disease prevention and health promotion with their peers. This council does not represent the NACDD Board of Directors, nor do they represent the interests of Members nationwide. The Regional Representative Council reports to the NACDD Board of Directors.

Staff Support: Jeanne Alongi

### Operational Plan:

- I. Representing the Chronic Disease Directors in their regions

2. Gathering input, feedback, and perspective from the Chronic Disease Director Members of their region
3. Sharing information regarding the council's discussions with the Chronic Disease Director Members of their region
4. Forwarding ideas, concerns, and emerging practice issues to the NACDD Board of Directors for discussion
5. Participating in the monthly video conference meetings
6. Supporting the connection of the council to the NACDD boards' mission and goals
7. Offering feedback on discussion topics raised by NACCDPHP as amended and approved by the NACDD Board of Directors
8. Involving appropriate CDC personnel in communications and meetings

### Measure of Success:

- a. Timely reporting of issues at each NACDD Board of Directors meeting
- b. Informed Members who can effectively communicate with CDC personnel

Budget: Management support is provided to the Regional Representatives Council through NACDD funding.



## Interested in Becoming a Board Member?

Each year a call for nominations goes out to all state and territorial health department staff for new board Members. We look to you to recommend peers, colleagues, or yourself, to serve on our board. Eligible nominees may be chronic disease directors or any other chronic disease professional who is serving with distinction and innovation as a leader or manager.

### The Value of Being an NACDD Board Member

Board Members participate in a national leadership forum focused on strategically improving state and territory chronic disease infrastructure. They encourage emerging organizational and funding models in the public health delivery system, and they help identify ways to understand and leverage prevention activities in local programs.

Being a board Member enhances leadership skills via personal and professional development, as well as provides another avenue to share experiences and network with other committed public health professionals and partner organizations.

### Eligible candidates will meet the following criteria:

- Must have served for at least one year in current position within a state or territory's chronic disease program.
- Willingness to be an active, productive participant in a council, committee, or other NACDD program or project.
- Can meet projected time commitment (including board orientation, bi-monthly meetings, conferences, and committee participation).
- Willingness to serve on at least one standing board committee.
- Experience in governing policy development, which includes providing strategic direction, monitoring organizational effectiveness, overseeing financial and budgetary issues, and determining critical policies or positions.
- Demonstrated leadership through accomplishments in a particular field; service on other public or private boards; or recognition through honors, awards, or achievements; or a deep knowledge of how to address issues relevant to state and national chronic disease programs.

For more information on expressing interest in becoming a board Member, contact us at [Members@chronicdisease.org](mailto:Members@chronicdisease.org).

# Directories





*“Being a part of NACDD when I was at the state health department helped me to envision the future and anticipate the needs for chronic disease prevention in Florida. Being part of the leadership team of this far-reaching association provided me with ready access to a cadre of experts and partners who helped to identify best practices, knowledge, and resources that enabled me to enhance my skills and stay ahead of the curve. It gave a Florida voice to the national problem of chronic disease and allowed Florida to be a part of improving our nation.”*

- Jennie A. Hefelfinger, MS NACDD Subject Matter Expert, former NACDD Board President, and former Chief of the Bureau of Chronic Disease Prevention and Control, Florida Department of Health

- **Executive Committee**
- **At-Large Board Members**
- **Regional Representatives**
- **Representative (Voting) Members**
- **Subject Matter Experts**
- **Headquarter Staff**

# NACDD Executive Committee

*The NACDD Board of Directors consists of the five officers (president, president-elect, secretary, treasurer, immediate past president) and up to 14 at-large directors. The Board of Directors establishes committees to help guide the overall vision and direction for NACDD, as well as develops and maintains working relationships with partners and other similar organizations.*



**Gabriel Kaplan, MPA, URP, PhD**  
President, Colorado

Dr. Kaplan has 29 years of experience in health policy, systems, and analytics. He is the Disease Prevention and Health Promotion Bureau Chief for the Colorado Department of Health and Environment. He oversees statewide efforts to prevent and manage chronic disease, promote oral health, prevent tobacco use, increase healthy eating, and stimulate active living. He leads and manages the daily operations of a public health work group comprised of 60 employees and a \$60 million budget.

Colorado Department of Public Health and Environment  
Chief, Disease Prevention and Health Promotion Bureau  
A4-PSD-EPE, 4300 S. Cherry Creek Drive  
Denver, Colorado 80246  
[gabriel.kaplan@state.co.us](mailto:gabriel.kaplan@state.co.us)



**Mehul Dalal, MD, MSc, MHS**  
Past President, Connecticut

Dr. Dalal has 20 years of experience in public health. He provides the overall direction and oversight for programs, staff, and resources for the Chronic Disease Unit. He leads efforts to coordinate the department's response to chronic diseases through development and implementation of "Live Healthy Connecticut." He serves as the co-chair of the Quality Metrics Council of the Connecticut State Innovation Model (SIM); the State Health Improvement Coalition; the New England Comparative Effectiveness Public Advisory Council; and the Connecticut Cancer Partnership.

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Chronic Disease Director  
410 Capitol Avenue, MS#11CDD  
P.O. Box 340308  
Hartford, Connecticut 06134-0308  
[mehul.dalal@ct.gov](mailto:mehul.dalal@ct.gov)



## **Kathy Rocco, MPH, RDN**

Secretary, Virginia

Kathy Rocco is currently the Chronic Disease Programs Manager at the Virginia Department of Health. She has 30 years of public health experience at the local and state level managing chronic disease, health promotion, and nutrition programs. She leads a diverse group of individuals committed to creating a healthier Virginia through the promotion of active living, healthy eating, clinical-community preventive services, and tobacco-free living. She has served on a number of state, regional, and national boards.

Virginia Department of Health  
Chronic Disease Programs Manager  
109 Governor Street, 9th Floor  
Richmond, Virginia 23219  
[kathy.rocco@vdh.virginia.gov](mailto:kathy.rocco@vdh.virginia.gov)



## **Mary Manning, MBA**

Treasurer, Minnesota

Mary Manning has 36 years of experience in health promotion, planning, and administration. She is the Health Promotion and Chronic Disease Division Director for the Minnesota Department of Health. She directly supervises 145 employees and a \$23 million budget. She provides strategic leadership in establishing a shared vision for improving the health of all Minnesotans, with attention given to those who are more likely to be burdened, disabled, or die from chronic diseases and injuries, including women, American Indians, and populations of color, low income, and uninsured people.

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Chronic Disease Director  
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# At-Large Board Members

## New Mexico

**Judith Gabriele, MPH**

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Deputy Bureau Chief  
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## Oregon

**Karen Girard**

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## New Hampshire

**Whitney Hammond, BSW, MSW**

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## New York

**David Hoffman, DPS, C.C.E.**

State of New York Department of Health  
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## New Jersey

**Melita Jordan, CNM, MSN, APRN C, CPM**

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Senior Executive Service Director  
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## California

**Monica Morales, MPA**

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## Maryland

**Kristi Pier**

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## Michigan

**Linda Scarpetta, MPH**

Michigan Department of Health and Human  
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*The NACDD Board is elected every year from nominations among NACDD Members. To self-nominate for the Board or to nominate a peer, complete the call for nominations form that will be posted on the website in May 2018.*

# Regional Representatives

## Region A

**Julie Arel**  
julie.arel@vermont.gov  
Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, Vermont

## Region B

**Jessica Wright**  
jessica.g.wright@wv.gov  
Delaware, District of Columbia, Maryland, New Jersey, Pennsylvania, Virginia, West Virginia

## Region C

**Shamarial Roberson**  
shamarial.roberson@flhealth.gov  
Florida, Georgia, North Carolina, South Carolina

## Region D

**Thea Jones**  
thea.jones@tn.gov  
Alabama, Kentucky, Mississippi, Tennessee

## Region E

**Mary Manning**  
mary.manning@state.mn.us  
Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin

## Region F

**Melissa Martin**  
melissa.r.martin@la.gov  
Arkansas, Louisiana, New Mexico, Oklahoma, Texas

## Region G

**Steve Cramer**  
steve.cramer@health.mo.gov  
Iowa, Kansas, Missouri, Nebraska

## Region H

**Laurie Schneider**  
laurie.schneider@state.co.us  
Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming

## Region I

**Caroline Peck**  
caroline.peck@cdph.ca.gov  
Arizona, California, Hawaii, Nevada

## Region J

**Jack Miller**  
millerj@dhw.idaho.gov  
Alaska, Idaho, Oregon, Washington

# Representative Members

## Alabama

**Sondra Reese**  
Alabama Department of Public Health  
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## Alaska

**Tari O'Connor**  
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## American Samoa

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## Arizona

**Teresa Aseret-Manygoats**  
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## Arkansas

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## California

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## Colorado

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**Connecticut****Mehul Dalal**

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Health & Social Affairs[klippwe@fsmhealth.fm](mailto:klippwe@fsmhealth.fm)**Florida****Shamarial Roberson**

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Republic of the Marshall Islands Ministry of Health

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Minnesota Department of Health

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**Did you know? NACDD subject matter experts serve in consultant roles to most U.S. states and territories, assisting them with implementing more than 100 national projects and programs focused on chronic disease prevention and control.**



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\*\*Note the list above are primary contacts, there may be other team Members that can assist you with your inquiries. The headquarter staff list on the previous page identifies the department each staff Member works in for your reference.

# Getting Started...





- NACDD Website
- Updating Your Member Profile
- Joining Member Communities

# Navigating the Website

## Accessing the Home Page

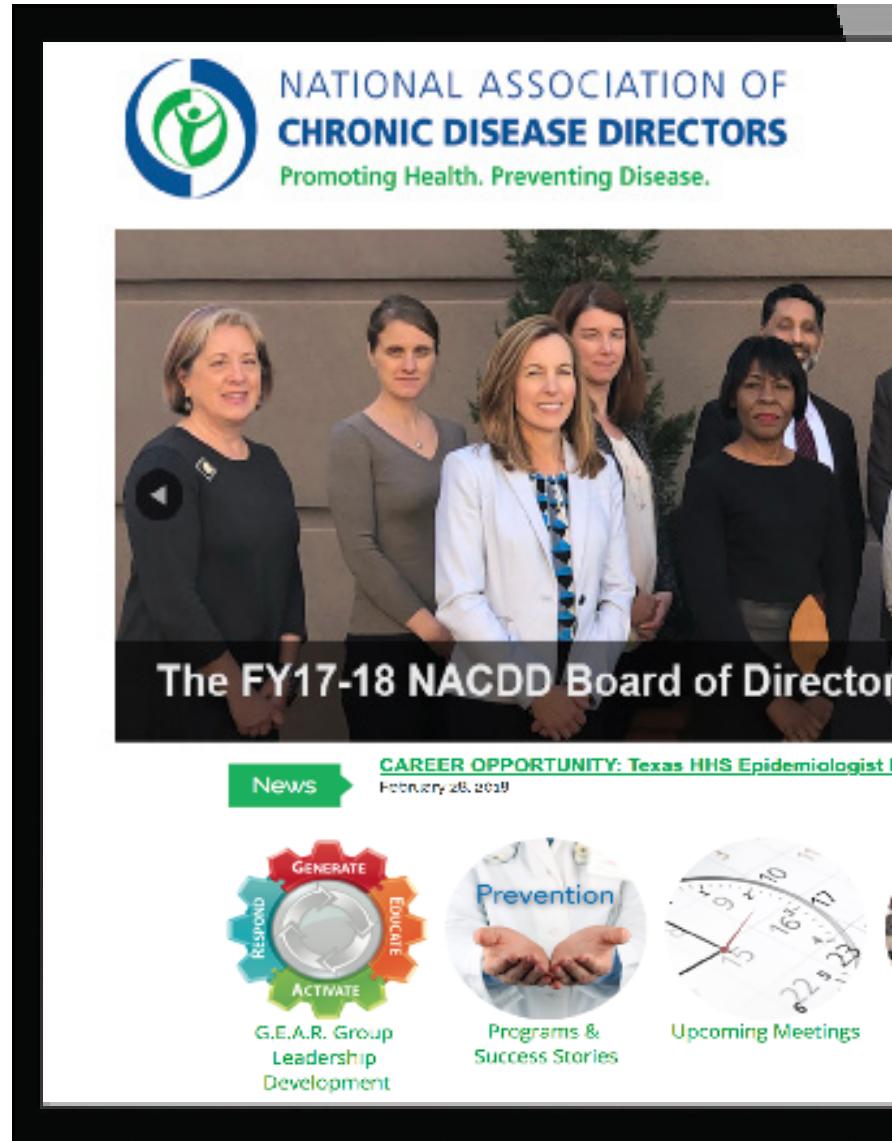
For more information about the content included in this Member guide, visit chronicdisease.org today. Log in to your Member account and verify your contact information is correct to ensure you are receiving communication regarding breaking news, upcoming events, professional development resources, publications, policy updates, and more. If you do not have a Member account, register now to begin your journey of exploration into all NACDD has to offer its Members, by clicking on the “register” link in the top right page header.

## Top Navigation Bar

To get general information about NACDD, follow the links in the top navigation bar. Hovering over the “About” and “Services” link will reveal a dropdown menu for access to general information about the Association (i.e. Board of Directors, staff and subject matter expert directories, President’s challenge, etc.) and service offerings (i.e. communications, public relations, meeting, and events, etc.). To view a list of NACDD partners and to understand how NACDD develops those partnerships, click on the “partners” link. Visit the “Career Center” for job postings, human resource tools, articles, and other employee management information.

## Hero Banner and News Ticker

The hero banner located just below the top navigation bar highlights any major announcements and publication and/or resource releases. Be sure to keep an eye out for announcements for new board Member and award nominations, the 2018 president’s challenge, and other calls to action. Just below the hero banner is the news ticker, which scrolls industry news, program updates, partner announcements, new job opportunities, and requests for proposals.



The screenshot shows the NACDD website homepage. At the top, there is a dark blue header bar with the NACDD logo and a search bar. Below the header is a navigation bar with links for Home, About, Services, Partners, Career Center, and Search. A large banner image features a group of seven diverse individuals in professional attire. Overlaid on the banner is the text "Leaders. Learn More About Our Leaders." Below the banner, there are three circular icons with corresponding text labels: "Member Participation" (showing a person speaking at a podium), "Professional Development" (showing two hands shaking), and "Government Affairs" (showing the U.S. Capitol building). At the bottom of the page, there is a footer section with social media icons for Facebook, Twitter, LinkedIn, and YouTube.

## Icons

The icons located below the news ticker are the avenues by which you can access categorical information like programs, councils, upcoming events, leadership and development activities, and policy education information.

- For leadership development information, click on the G.E.A.R. Group Leadership Development link.
- For access to the success stories database (What's Working Database) information, councils, (Programs and Initiatives) and domain resource guides, click on the Programs and Initiatives link.
- For a list of upcoming events for NACDD and CDC, click on the Upcoming Events link.
- For a list of community groups, including the cancer, arthritis, and diabetes councils and many others, available for your participation, click on the Member Participation link.
- For information on the Chronic Disease Competencies, as well as the Association's webinar library, click on the Professional Development link.
- For appropriation fact sheets, white papers, government affairs forum, and other policy related resources, click on the Government Affairs link.

## Footer

To contact NACDD or to connect with NACDD on social media, note our address and social media icons are located in the footer.

# Updating Your Member Profile

 NATIONAL ASSOCIATION OF  
**CHRONIC DISEASE DIRECTORS**  
Promoting Health. Preventing Disease.

Print Page Contact Us My Profile Sign Out

Home About Services Partners Career Center Search

## Manage Profile

 Profile Home

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**What's Working in Chronic Disease Prevention and Control Database**

 Manage/View Submissions  
Manage your What's Working database submissions.

 Go To WW Database Search, view & interact with the What's Working database

---

 **member rewards** 

**JOIN!**  
The Member Rewards program gives you direct access to thousands of deals from a wide range of exciting companies. From eyeglasses to fine dining to movie tickets, join today and start saving right away!

---

**Information & Settings**

 **Edit Bio**  
Update your information and choose privacy settings for individual fields.

 **Preferences**  
View and manage preferences and notification settings for your account.

---

**Invoicing, Payments & History**

 **Invoices**  
View, print and pay your invoices.

 **Event Registrations**  
View and print existing registrations and view past event and photos.

---

**Content & Features**

## **Step 1: Login or Register**

## **Step 2: Edit Profile**

Once you have logged into your account, select the “Edit My Profile” link. The Member profile management screen (shown to the left) will appear. To Edit your profile information, select “Edit Bio” under the “Information & Settings” area.

## **Step 3: Update Information**

Update the following information in your profile to ensure you receive a customized Member experience based on your preferences and interests. Having your Member profile information up to date will also allow you to connect and network with your peers.

### **In the “Personal Information” Section**

- Full Name
- Gender (optional)
- Birthday (optional)
- Email

### **In the “Professional Experience” Section**

- Organization
- Title
- Organization Address
- Organization Phone
- Department
- Degrees and Credentials

### **In the “Additional Information” Section**

- Area of Interest

## **Step 4: Click “Submit” to save your updates**

**Update Your Profile Today!**



# Joining Member Communities

*100% of chronic disease directors surveyed agreed that state/local relationships are very important to the initiatives that prevent chronic disease.*

## Why Join a Community Group?

Joining a community group or council will connect you to other staff working in similar chronic disease focus areas. Your participation will allow you to share knowledge and best practices, brainstorm, problem solve, and innovate around the public health work you perform daily.

Peer-to-peer networking has been identified as one of the leading reasons why individuals join associations, and the community groups available to our Members are a great way to foster connection.

## So How Do You Join a Community Group?

**Step 1:** Login to your Member Profile

**Step 2:** Hover over the “About” link in the top navigation bar; select the “Initiatives/Councils” link.

**Step 3:** Click on the links for the initiatives (groups) you are interested in joining. Each of the landing pages will have a button to click to join the group (if there is a group associated with the initiative).

**Step 4:** If there is an initiative that does not have a group associated with it, but you would like to receive communication as new information becomes available, contact us at [Members@chronicdisease.org](mailto:Members@chronicdisease.org) and we will include your profile in the listserve to receive updates.

**Step 5:** Become a regular participant in focus group discussions, attend webinars, and participate in communities of practice.

**Join a Group Today!**



Complete the Member Information Guide  
2-minute survey for your chance to receive a  
special NACDD gift, by clicking the link below.

<https://www.surveymonkey.com/r/MemberInformationGuideSurvey>

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